

U. S./Japan Creative Artists Program
Application Cover Sheet, Guidelines and Review Criteria

1. **Name** (*exactly as shown on passport*): _____

2. **Artistic Discipline** (*please check the one that best describes you as an artist*)

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><input type="checkbox"/> Architect or Designer</p> <p><input type="checkbox"/> Choreographer</p> <p><input type="checkbox"/> Composer</p> <p><input type="checkbox"/> Filmmaker/Media Artist</p> <p><input type="checkbox"/> Folk/Traditional Artist</p> <p><input type="checkbox"/> Playwright/Theater Artist</p> | <p><input type="checkbox"/> Visual Artist</p> <p><input type="checkbox"/> Writer</p> <p><input type="checkbox"/> Multidisciplinary (<i>combines multiple disciplines</i>)</p> <p><input type="checkbox"/> Other (<i>please specify</i>): _____</p> |
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3. **Contact Information**

Street Address Apt. Number

City State ZIP Code

Phone (Day) Phone (Evening)

Email Website

Permanent Mailing Address (*if different*)

Street Address Apt. Number

City State ZIP Code

4. **Citizenship** (*please check one*)

- ☐ **U.S. Citizen**
- ☐ **Other** (*please provide your alien registration card number*): _____

5. **Date of Birth:** _____ **6. Place of Birth:** _____
mm/dd/yyyy

7. **Period of Support Requested:** _____ through _____
Start Date End Date

8. **Signature**

Signature Date

U.S./Japan Creative Artists Program 2012 Guidelines and Review Criteria

The Japan U.S. Friendship Commission offers leading contemporary and traditional artists from the United States the chance to spend three months in Japan in 2013 through the ***U.S./Japan Creative Artists Program***. Cultural understanding is at the heart of this program. Artists go as seekers, as cultural visionaries, and as living liaisons to the traditional and contemporary cultural life of Japan. They also go as connectors who share knowledge and bring back knowledge. Their interaction with the Japanese public and the outlook they bring home provide exceptional opportunities to promote cultural understanding between the United States and Japan.

Artists should have compelling reasons for wanting to work in Japan and they should do preliminary research to identify contacts there. The Commission encourages artists to consider collaboration with Japanese colleagues, as appropriate for the artistic field. Artists are free to interact with artists anywhere in the country. While many artists chose to remain in Tokyo, others have undertaken their residencies in Kyoto or other cities, and still others have worked in rural settings or have visited a number of sites relevant to their work.

Upon their arrival in Tokyo, artists will be predominantly on their own during the three-month residency period; however, International House of Japan provides in-depth orientation materials, expert advice and professional contacts, as well as some logistical support during the residency period.

The Japan U.S. Friendship Commission sponsors this program with administrative assistance from the National Endowment for the Arts.

Grant Award

- A grant award in the amount of \$20,000 will be provided to each artist to cover housing, living, and professional expenses. Artists will be responsible for converting their dollar award into yen. Disbursement of the grant and financial responsibilities of the grantee will be outlined when awards are made.
- Up to \$2,000 for round-trip transportation will be provided for the artist.

Because of the limited number of awards, only one residency will be supported for artists who apply as a collaborative team. In addition, while artists may wish to apply for other grants concurrently with the application to this program, selected artists may not hold a second award for financial assistance during the period of support of the ***U.S./Japan Creative Artists Program***.

Review Criteria and Selection Process

U.S./Japan Creative Artists Program is extremely competitive; only five artists are selected to go to Japan. Applicants should anticipate a highly rigorous review of their artistry and should have compelling reasons for wanting to work in Japan. Their work must exemplify the best in US arts. Generally this means that only those artists who have demonstrated expertise and established professional recognition (e.g. awards, featured shows, publications, etc.) in their field either regionally or nationally or who have shown truly exceptional promise at the local level are likely to be competitive. Proficiency in the Japanese language is not required.

Preference will be given to those applicants for whom this will be a first-time opportunity for in-depth creative work in Japan. Applicants in 2012 must be able to begin their three month residency within the period between January 1 and December 31, 2013.

Applications are judged by the following review criteria:

- The artistic excellence of the applicant's work and artistic merit of the proposed residency
- The extent to which working in Japan is consistent with the applicant's artistic vision and would contribute to his or her artistry
- The applicant's potential to contribute to increased cultural understanding and dialogue with Japanese artists and/or the Japanese public
- The availability of resources in Japan that are necessary to the artist's proposed residency

With the assistance of the National Endowment for the Arts, the Japan U.S. Friendship Commission will convene a panel to review applications. The panel will include previous recipients of the ***U.S./Japan Creative Artists Program*** award, as well as other arts professionals with expertise in Japanese culture.

Eligibility

- Candidates must be citizens or permanent residents of the United States.
- Candidates must be professional creative artists (contemporary or traditional) working as: architects, choreographers, composers, creative writers, designers, media artists, playwrights, librettists, visual artists and solo theater artists who work with original material (including puppeteers, storytellers, and performance artists). Artists who create original work in a multidisciplinary form are also eligible.
- There are additional eligibility requirements for librettists, playwrights, and creative writers (fiction, non-fiction, and poetry) outlined below.

- Librettists and playwrights must have had a full-length work professionally produced and/or published in the United States at least once in the last five years.
- Creative writer applicants must meet specific publishing requirements. Self-published work will not satisfy this eligibility requirement. In the last 10 years writers must have published at least one of the following:
 - Twenty poems in five or more literary journals
 - Five different short stories or essays (of creative non-fiction) in two or more literary journals, anthologies, or publications
 - A book of poems of more than 48 pages
 - A novel or a novella
 - A book of creative non-fiction

Creative writer applicants may use online publications to establish up to fifty percent of their eligibility, provided that such publications have competitive selection processes and stated editorial policies.

The following may NOT be used to establish eligibility:

- Pre-publication material, such as galleys, proofs, and advance reader's copies
- Self-publication including work that has appeared in a publication for which you are the editor, publisher, or staff
- Collaborative work
- Scholarly writing
- Instructional writing
- Journalism
- Book reviews
- Editorials/letters to the editor
- Interviews
- Student publications and publications that primarily print work by persons who are affiliated with a particular academic institution
- Vanity press publication. For the purposes of this category, a vanity press is defined as one that does any of the following: requires individual writers to pay for part or all of the publication costs; asks writers to buy or sell copies of the publication; publishes the work of anyone who subscribes to the publication or joins the organization through membership fees; publishes the work of anyone who buys an advertisement in the publication; publishes work without competitive selection; or publishes work without professional editing.

Application Deadlines and How to Apply

Receipt Deadline: March 1, 2012 for the 2013 program. Residencies for a three month period may begin any time between January 1 and December 31 of 2013. Notification: by July 31, 2012.

The Japan U.S. Friendship Commission sometimes experiences delays in the delivery of First-Class and Priority mail through the United States Postal Service (USPS), and support material (e.g., CDs, DVDs) can be damaged in security screenings. We recommend that you use a commercial delivery service.

One copy of the following material **must be received by March 1, 2012**. Send to:

Margaret Mihori
Japan U.S. Friendship Commission
1201 15th Street, NW, Suite 330
Washington, DC 20005

There are numerous components to the application. Please number and submit in the order as outlined below. Please use clips to collate. Do not staple or use a binder.

1. The signed application cover sheet. For a collaborative team, please prepare and sign a cover sheet for each individual. The coversheet can be downloaded from the following Web link: <http://www.jusfc.gov/creativeartists.asp>
2. Work sample information. On a separate sheet titled "Work Sample Information Sheet," provide the following information:
 - Artist's name
 - Title of work
 - Additional information as specified in "Instructions for Submitting Work Samples"
3. Answers to each of the questions below (**three pages maximum – additional pages will be discarded**):

When answering the questions, keep in mind that you will benefit from a focused description of your planned residency. Be as specific as possible in outlining why you wish to work in Japan at this time and how you can achieve your objectives in a three month residency. If you have made preliminary contacts with Japanese counterparts, please include documentation that indicates their interest in your work.

We recognize that each artist's experience may prove to be profoundly different from what he or she anticipated as an applicant. However, applicants who demonstrate serious prior thought about how they plan to achieve their artistic goals in Japan have in the past proven to be the candidates most likely to benefit from the international experience. Successful residencies reflect a balance between expectations of accomplishing specific goals and being open to new processes and opportunities for collaboration.

- Why motivates you to travel to Japan?
 - What do you propose to do in Japan in the three month period?
 - How do you anticipate that your time in Japan will advance cross cultural understanding?
 - What kinds of preparation would you anticipate making in advance?
 - What resources do you need?
4. **Two** signed letters of recommendation from professional colleagues, on letterhead if possible. **Additional letters will be discarded.** If necessary, the letters may be sent separately from the application. Letters should address each of the following:
- The artistic quality and evolution of your work
 - How your work would benefit from interaction with Japanese arts and cultural life
 - How you would adapt to the challenge of living and working in another culture
- Applications without letters of recommendation will be rejected. If letters are in Japanese, please provide an English translation. **Do not send reviews or articles. They will not be considered.**
5. Resume (**two pages maximum – additional pages will be discarded**). Each member of a collaborative team may submit two pages.
6. For creative writers, librettists, and playwrights, proof of publication or play production as follows:
- **Creative Writers:** submit a copy of the title, copyright page, table of contents, or front cover of a magazine, novel or book of poems.
 - **Playwrights and Librettists:** submit one copy of the title or copyright page of a published work, or a copy of the production program.

To document eligibility through online publication, provide the relevant printed pages from the internet, including the Web link they came from.

Instructions for Submitting Work Samples:

The work sample is a critical factor in panel deliberations. Given the large amount of material and the limited amount of time available for panel review of work samples, please prepare a well-organized presentation. Your application will benefit by including recently created work (i.e. within the last three to five years). *****The work that you present should help the panel understand your interest in pursuing artistic inquiry in Japan. *****

The following will NOT be accepted as work samples:

- Slides or other non-electronic images
- Original artwork in physical form
- Work created as a student for an undergraduate degree-granting program
- Critical reviews
- Promotional materials

Please determine the type of sample(s) that best represents your work. Artists applying as a collaborative team should present work samples that are reflective of the collaborative process.

With the exception of creative writers, playwrights, and librettists, all applicants must submit **PC compatible** work samples on a CD or DVD.

☐ **DVDs** (*Choreographers, theater artists, media artists, and other visual or performing artists who feel they would benefit from an audio-video presentation*)
Select up to two full length works. Do not send a series of short excerpts, Web links, or promotional material. On your work sample information sheet, please indicate the title, chapter, or time segment that you would like the panel to review, as well as the site, date, and length of the work.

☐ **Audio CDs** (*Composers*)
Submit one CD with at least two tracks. On your work sample information sheet, please indicate the tracks or time segment that you would like the panel to review, as well as the date and length of the work.

☐ **CDs with Images** (*Visual artists, architects, designers, and other artists who feel they would benefit from a visual presentation without an audio component*)
Include up to 15 electronic images in JPEG format. Image size should be consistent. PowerPoint format is encouraged, but not necessary. If you do not send a PowerPoint, save the images with a number and title that corresponds with your work sample information sheet. Suggested size is 640x480 ppi. On your work sample information sheet, please indicate the title, media, size, and year of each work.

☐ **Manuscripts** (*Creative writers of poetry, fiction, and creative non-fiction; librettists, playwrights*)

Manuscript material must be in English and must be typescript, legible, and properly collated. All paper should be 8 1/2 x11. Your name and the page number should appear in the upper right hand corner of each page. Do not submit manuscripts in folders or binders. Do not crowd pages. Any pages submitted over the page limit will be removed. Photocopies from books or magazines will not be accepted (except as proof of publication).

☐ **Poetry, Fiction, and Creative Non-fiction:** Submit a manuscript (one copy) containing previously published work, unpublished work, or work-in-progress. Your manuscript should be in 12 point font and include one of the following:

- 10 typescript, single column pages of poetry or one long poem (or section of a long poem) not to exceed 15 pages in length; or
- 15 typescript double-spaced pages of short fiction, short stories, or creative non-fiction; or
- 15 typescript double-spaced pages of an excerpt from a novel.

On your work sample information sheet, please provide a brief description explaining the context of the sample, if submitting an excerpt.

☐ **Playwrights and Librettists:** Submit a manuscript (one copy) of a 15-page typescript excerpt from a play, libretto or work-in-progress in 12 point font.

On your work sample information sheet, please provide a brief description explaining the context of the excerpt, i.e. stage setting, theme, period, etc.

Work samples will be returned only if the applicant provides a self-addressed stamped return mailer with the appropriate amount of return postage.

Application Checklist: Make sure your completed application includes the following:

- ☐ **Signed** application cover sheet
- ☐ Work Sample Information Sheet
- ☐ Answers to application questions (no more than three pages)
- ☐ Resume (no more than two pages)
- ☐ Two **signed** letters of recommendation (please note if the letters will be sent by their author separately)
- ☐ Proof of publication (if applicable)
- ☐ Work sample(s) (PC compatible)
- ☐ Self-addressed, stamped mailer if you want your samples returned

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